

## AGENDA

**REGULAR MEETING  
BOARD OF COMMISSIONERS  
315 WEST SECOND STREET  
FRANKFORT, KY 40601  
(502) 875-8500**

**MAY 23, 2005  
5:30 P.M. (EDT)**

- 1. INVOCATION  
PLEDGE OF ALLEGIANCE  
ROLL CALL  
MINUTES**

**Rev. Jackson Brewer, First United Methodist Church  
John Hammond**

**April 25, 2005 Regular Meeting; May 9, 2005 Work  
Session; May 12, 2005 Work Session.**

### **MAYOR'S REPORT**

## **2. CEREMONIAL ITEMS**

- 2.1 Proclamation: Neurofibromatosis Awareness Month

## **3. ORDINANCES**

- 3.1 **SECOND READING:** An Ordinance rezoning property identified as Lot 4B-1 recorded on Plat Book F, Page 715, located at the intersection of Hudson Hollow Road and Honey Court, from CH (Commercial Highway) to RL (Low Density Multi-Family Residential), more specifically described as map ID number 049-00-00-032-00 containing appropriately 2.16 acres.

Purpose: Approval of the recommendation of approval by the Frankfort/Franklin County Planning Commission concerning a zone map amendment by Mr. Joe Johnson, on behalf of Capital Condos, LLC, is requesting approval of a zone map amendment from CH (Commercial Highway) to RH (High Density Multi-Family) for a 2.16 acre parcel of property located on Hudson Hollow Road and Honey Court, for the use of multi-family residential.

Background: KRS requires that a public hearing be held by the Planning Commission and that the Planning Commission's recommendation be forwarded to the Local Government (City Commission) for final approval or denial.

Should the City Commission desire to not follow the Planning Commission's recommendation, then the item must be tabled and a request for a verbatim transcript of the Planning Commission meeting, which must be obtained before the item can be heard by the City Commission. The City Commission will then be required to make their own findings of fact based on the verbatim transcript or hold its own public hearing and then make findings of fact.

On February 10, 2005, the Frankfort-Franklin County Planning Commission held a public hearing to consider a zone change request for this property. The public hearing was closed and the Planning Commission tabled the item for the summary to be prepared for their next meeting. On March 10, 2005, the Planning Commission re-opened the item, approved the summary, made findings of fact, adopted findings of fact, and motioned to recommend approval of a zone map amendment from CH to RL for the subject property rather than the requested RH district, based on the adopted findings of facts (attached). The motion to recommend approval of the modified zone map amendment passed by a vote of 4-2, based on the testimony received, findings of fact, and that the recommended zone map amendment is consistent with the adopted Comprehensive Plan.



Title:	Director	Forester
Department:	Parks and Recreation	Parks and Recreation
Phone:	502/352-2029	502/227-4326
E-Mail:	<a href="mailto:sbrooks@fewpb.com">sbrooks@fewpb.com</a>	<a href="mailto:acammack@fewpb.net">acammack@fewpb.net</a>

6.2 To consider granting authorization to purchase Laptop Computers for the Police Department (Police).

Purpose: The purpose of this item is to authorize the purchase of seven (7) Motorola ML 900 Laptop Computers and seven (7) Motorola Docking Stations.

Background: This purchase is necessary to replace older laptop computers and will allow new officers access to laptops for records management. These laptops are a ruggedized computer with a touch screen. They will be mounted in the Officer's cruiser for use with the Mobile Data System the Department is in the process of building. The touch screen will allow officers to enter some needed commands without using the keyboard or mouse. Due to the change in use, these computers will be exposed more to temperature and condition extremes than the old notebooks. The models selected are built to satisfy military field specification Mil-Std 810F.

The docking station serves to physically secure the computer into the cruiser. It also serves as a connection for the computer's power, connection for antennas, and the modem necessary to work with the mobile data network.

The purchase will be made under Kentucky State Price Contract Master Agreement #C-01090447 at the contract price of \$4,099 each. This represents an initial price of \$5,031 with a discount of \$932 each for a total purchase price of \$28,693. These computers are to be purchased from Motorola, Inc., Lexington, Kentucky.

Financial Analysis: Funding is available in equipment Account No. 100.43.56550 in the amount of \$33,000.

Recommendation: Approval.

Attachments: Catalog Master Agreement Number C-01090447

Contact Person:

Name:	Walter M. Wilhoite
Title:	Chief of Police
Department:	Police
Phone:	502/875-8523
E-Mail:	<a href="mailto:mwilhoite@fewpb.com">mwilhoite@fewpb.com</a>

6.3 To consider entering into a Pool Usage Agreement with Frankfort Area Swim Team (F.A.S.T.) (Parks and Recreation)

Purpose: The purpose of this item is to consider a pool usage agreement with the Frankfort Area Swim Team (F.A.S.T.) and the City of Frankfort for the period beginning June 13, 2005 through August 8, 2005 for use of the Juniper Hill Swimming Pool. This will allow them to use the pool at designated times. It also has a small monetary commitment from F.A.S.T.

Background: This is an annual agreement the City has with F.A.S.T., which has been updated by the City Solicitor.

Financial Analysis: F.A.S.T. will pay a fee of \$750, which will be credited to Account No. 100.00.44380.

Attachments: Agreement with F.A.S.T. and the City of Frankfort.

Recommendation: Approval.

Contact Person

Name: Steve Brooks  
Title: Director  
Department: Parks and Recreation  
Phone: 502-875-8575  
E-Mail: Sbrooks@fewpb.com

- 6.4 To consider authorization to file an application for a 2005 Department of Homeland Security (DHS) SAFER Grant (Fire Department)

Purpose: To consider authorizing the filing of an application for grant funds from the Staffing for Adequate Fire and Emergency Response (SAFER) as administered by the U.S. Department of Homeland Security.

Background: Congress authorized the SAFER Act in November 2003 to provide funding to hire firefighters. This program is designed similar to Law Enforcement's COPS Program. Congress has now appropriated \$65 million for the program in Federal fiscal year 2005.

The SAFER Act authorizes grants to be awarded through a peer-review process. This will be the first year of funding. The grants will be for a four-year period. Communities must provide an increasing grant match in years one through four at the rate of 10, 20, 50, and 70 percent respectively. Recipients must retain the newly hired personnel for at least one year following the conclusion of federal funding. DHS is currently drafting the grant guidance procedures, and applications that must be submitted between May 31 and June 28, 2005.

Financial Analysis: A 10% match of any new personnel salaries will be required in the first year of employment. The subsequent second, third and fourth years will require 20, 50, and 70 percent respectively. This request for five additional personnel through the SAFER Act is in keeping with the Fire Department staffing plan presented three years ago.

Recommendation: Approval

Attachments: None

Contact Person

Name: Wallace Possich  
Title: Fire Chief  
Dept.: Fire  
Phone: 502-875-8511  
E-Mail: [wpossich@fewpb.com](mailto:wpossich@fewpb.com)

- 6.5 To consider authorization to award an engineering contract for the design of the Schenkel Lane Sanitary Sewer Replacement Project. (Sewer Department)

Purpose: The purpose of this item is to consider awarding a contract to an engineering firm to design the sanitary sewer replacement project.

Background: In April 2005 the Sewer Department accepted Statements of Qualifications from engineering firms for the design and construction inspection for the replacement of an undersized sanitary sewer line that currently runs through the cave beneath Schenkel Lane. The Department received qualifications from 11 firms. Upon review of the Statements of Qualifications, a short-list of 3 firms was interviewed on April 26. Four members of the Sewer Department participated in the interviews of the short-listed firms.

Based upon the presentations and the firm's responses to questions by members of the selection committee, the four members of the selection committee unanimously recommend that the project be awarded to Quest Engineers. The Quest team includes the tunneling consultant of Hatch Mott McDonald. The initial contract will have an upset limit of \$100,000, or approximately 3.5 percent of the estimated project cost. Additional money will be added to the contract at a future date for construction services.

Financial Analysis: Funds are available in Account No. 300.68.56550.

Recommendation: Approval

Attachments: None

Contact Person

Name: William R. Scalf, Jr., PE  
Title: Director  
Department: Sewer  
Phone: 875-2448  
Email: [wscalf@fewpb.com](mailto:wscalf@fewpb.com)

- 6.6 To consider authorization to award a contract extension to Sani Tech Services to perform preventative maintenance cleaning of selected sewers within the Department's system. (Sewer Department)

Purpose: The purpose of this item is to award a contract extension to Sani Tech Services to perform cleaning of sanitary and combined sewers. This contract will utilize hourly rates established under a Master Agreement between Sani Tech Services and the Commonwealth of Kentucky. The contract rate is \$183.75 per hour and includes a VAC truck and two operators.

Background: Due to the ongoing requirements of responding to daily calls, the Sewer Department has been unable to establish an effective preventative maintenance program for the collection system. This contract will enable the Department to begin a preventative maintenance program utilizing a contract vendor. Once the preventative maintenance program is established and functioning, it is projected that the Department's number of trouble calls and the number of overflows should decrease.

In March of 2005 a contract was awarded to Sani Tech Services to perform preventative maintenance sewer cleaning in various locations throughout the City of Frankfort. Sani Tech has been working for 2 weeks and 7 miles of pipe have been cleaned.

Financial Analysis: This is an hourly contract with an upset limit of \$25,000 to increase the base contract to \$50,000. Based upon the unit rates and the estimated daily cleaning rate, it is projected that approximately 25 miles of sewer will be cleaned under this contract. Funding is available from Sewer Account 300.68.56550.

Recommendation: Approval

Attachments: None

Contact Person

Name: William R. Scalf, Jr., PE  
Title: Director  
Department: Sewer  
Phone: 875-2448  
Email: [wscalf@fewpb.com](mailto:wscalf@fewpb.com)

- 6.7 To consider authorizing a bid award for yard waste grinding services to A-1 Procurement, Inc. (Public Works).

Purpose: To consider awarding a bid to A-1 Procurement, Inc. for a two-year yard waste grinding contract.

Background: On 4/28/05, the City received two bids for yard waste grinding services. Of the two bids, only A-1 Procurement Services Inc. met the required bid specifications. A-1 Procurement's bid price of \$4,000/month for the two-year contract is \$500/month higher than the previous agreement.

The City will collect leaves, tree limbs, and grass clippings and haul the yard waste material to A-1 Procurement's lot located 1 mile from the city limits. Once delivered, A-1 Procurement is responsible for disposal in accordance to federal, state, and local laws. The City diverted approximately 3,000 tons of yard waste from the landfill over the last 12 months that resulted in a landfill savings of approximately \$63,000/year (3,000 tons@\$21.00/ton).

Financial Analysis: Funds are available in the Sanitation Account 110-65-53295.

Recommendation: Approval

Attachments: Bid Tabulation  
Agreement

Contact Person

Name: Jeff Hackbart  
Title: Director  
Department: Public Works  
Phone (502) 875-8563  
E-mail jhackbrt@fewpb.com

- 6.8 To consider awarding a bid for 2005 Street Resurfacing Services to H. G. Mays, Inc. (Public Works).

Purpose: The purpose of this item is to consider a unit price contract for the 2005 Street Resurfacing Program with H.G. Mays, Inc.

Background: On 4/25/05, the City received two bids for the 2005 Street Resurfacing Program as shown on the attached Bid Tabulation sheet. H.G. Mays Inc. was the low bidder in the amount of \$40.92/ton for surface mix. The 2004 asphalt surface price was \$38.74/ton.

The Public Works Department held a public meeting on May 11 to finalize the 2005 street resurfacing list. Anticipated start date for this year's program is in June 2005.

Financial Analysis: This year's program will cost approximately \$249,000. Funds are available in the Municipal Aid Account (Account No. 535.00.51100).

Recommendation: Approval

Attachments: 2005 Street Resurfacing List  
Bid Tabulation  
Agreement

Contact Person:

Name: Jeff Hackbart  
Title: Director  
Department: Public Works  
Phone: (502) 875-8565

E-mail: [jhackbrt@fewpb.com](mailto:jhackbrt@fewpb.com)

- 6.9 To consider approving a contract with Edward C. Kelsey, Jr. of Kelsey Properties for the Maples Subdivision Section 3 off Steadmantown Lane in Franklin County, Kentucky (Sewer Department).

Purpose: To consider approving a contract with Edward C. Kelsey, Jr., of Kelsey Properties for the Maples Subdivision Section 3 off Steadmantown Lane in Franklin County, Kentucky, which is zoned residential with 41 lots, with improvements including eight (8) new manholes, 1,773 feet of 8-inch SDR 35 pipe, 1,490 LF of 3-inch SDR 21 force main pipe, one 50 GPM pump station, and one 50 GPM spare pump, and serving lot numbers 57, 58, 59, 60, 61, 62, 63, 64, 65, 66, 67, 68, 69, 70, 71, 72, 73, 74, 75, 76, 77, 78, 79, 80, 81, 82, 83, 84, 85, 86, 87, 88, 89, 90, 91, 92, 93, 94, 95, 96, and 97.

Background: Prior to acceptance of discharge from a development into the municipal sanitary sewer and acceptance of the development's collection by the Department, a contract must be entered into between the developer and the City of Frankfort.

Edward C. Kelsey, Jr. has signed the contract. Sanitary sewer plans and specifications have been prepared and submitted to the Department for review and approval. The Division of Water has approved the sanitary sewer plans and specifications. Final acceptance is contingent upon completion of the 30-day waiting period for testing after construction is completed.

Recommendation: Approval.

Attachment: Sewer Extension Contract

Contact Person:

Name: William R. Scalf, Jr., P.E.  
Title: Director  
Department: Sewer  
Phone: 502/875-2448  
E-Mail: [wscalf@fewpb.com](mailto:wscalf@fewpb.com)

- 6.10 To consider authorizing a Sewer Extension Contract with St. Paul United Methodist Church at 1800 Louisville Road in Franklin County, Kentucky. (Sewer Department)

Purpose: To approve a contract with St. Paul United Methodist Church at 1800 Louisville Road in Franklin County, Kentucky with improvements including 3 new manholes and 251 feet of 8-inch SDR 35 pipe.

Background: Prior to acceptance of discharge from a development into the municipal sanitary sewer and acceptance of the development's collection by the Department, a contract must be entered into between the developer and the City of Frankfort.

Jay Young, Chairman of Trustees and Randy Lewellen, Chairman of the Administrative Board have signed the contract. Sanitary sewer plans and specifications have been prepared and submitted to the Department for review and approval. The Division of Water has approved the sanitary sewer plans and specifications. Final acceptance is contingent upon completion of the 30-day waiting period for testing after construction is completed.

Recommendation: Approval

Attachments: Sewer Extension Contract

Contact Person:

Name: William R. Scalf, Jr., P.E.  
 Title: Director  
 Department: Sewer  
 Phone: 875-2448  
 Email: [wscalf@fewpb.com](mailto:wscalf@fewpb.com)

#### 6.11 Personnel

<u>Personnel Action</u>	<u>Employee</u>	<u>Effective Department</u>	<u>Date</u>	<u>Other</u>
Appointment	Steven Standifer	Communications	6-7-05	Telecommunicator
	Cassandra A. Flanagan	PublicWorks	5-24-05	Building Maintenance I
	Rodney B. Whitaker III	Parks and Recreation	5-24-05	Parks Maintenance
Resignation	Joanna Sawalich	Communications	4-26-05	Authorize payment of 24 24 hrs. Vacation & 28 hrs. Holiday.
	Mark L. West	Parks	5-6-05	Authorize payment of 58 hrs. Vacation.
	Marvin Gibson	Sanitation	5-27-05	N/A
Retirement	James C. Rogers	Finance	7-31-05	Authorize payment of Accrued Vacation & Comp time as of 7-31-05.

#### Attachments:

Resignation letter – Joanna Sawalich  
 Resignation letter – Mark L. West  
 Resignation letter – Marvin Gibson  
 Retirement letter – James C. Rogers

### 7. BOARD APPOINTMENTS

#### 7.1 Board of Park Commissioners

- Mark Dieruf – Reappointment , term ending 5-1-09
- David Cammack - Reappointment, term ending 5-1-09

#### 7.2 Forestry Advisory Board

- Rebecca Bishop – Reappointment, term ending 5-8-08
- Marie Alagia Cull – Reappointment, term ending 5-8-08
- Paula Murphy – Reappointment, term ending 5-8-08

#### 7.3 Civil Service Board

- Kevin Mason – Reappointment, term ending 2-28-09

### 8. OLD BUSINESS

None

### 9. NEW BUSINESS

None



**10. CITIZEN COMMENTS (Non-agenda items)**

**11. COMMISSIONER COMMENTS**

**12. RECESS**

**13. BUDGET SESSION - PERSONNEL**

**14. ADJOURN**